



**Terra Verde Homeowners Assoc Inc.**  
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**Terra Verde Resort Masters Homeowners Association**  
**Board of Directors Meeting Draft Minutes**

January 18, 2014 11:00 am  
Terra Verde Clubhouse & Via Conference Call

**CALL TO ORDER**

*Pat Blum called the meeting to order at 10:51 am. Notice of the meeting was posted and circulated by electronic mail more than 18 days prior.*

**INTRODUCE DIRECTORS, APOLOGIES FOR ABSENCE**

*Ken Simpson, Helen Elmer, were present in the clubhouse., Pat Blum, Clive Hand, Paul Nash and other directors and owners were on the conference line. Owners were present in the Clubhouse.*

**APPROVAL OF PAST MEETING MINUTES**

*Minutes from the October 12, 2013 AGM meeting were circulated to all Directors. Ken motioned to approve with a second from Paul. Minutes were approved with no dissention. Minutes from the November 18, 2013 Budget Approval Meeting were circulated to all Directors. Clive motioned to approve with a second from Paul. Minutes were approved with no dissention.*

**MATTERS ARISING**

*At the AGM an owner suggested extending the Tiki Bar seating area to the sandy area at the rear. Clive Hand volunteered to head the project, working with Jeremy, to get quotes for a couple of options. This was approved and Clive will report back to next meeting. Pat suggested we need better lighting over the bridge on Mадiera. We will look into what may be available.*

**FINANCIAL UPDATE**

*Ken Simpson reported as of Jan 17, 2014 the balance on checking account was \$136,647, We currently have \$272,599 in the Reserve Account. Finances in pretty good shape but only in first month of new year and new quarter, so at regular high point. Delinquent numbers at the moment are at 16. Bills are paid as and when due.*

**OTHER BUSINESS**

*The Appointment of Officers for the coming year was discussed and voted on. Helen Elmer will continue as Company Secretary and to better reflect the way we operate, we shall go forward with two Joint Presidents, one acting as Chairman (chairing meetings and mostly outward facing) and the other as CEO (managing resort operations, with Resort Manager reporting to Board through this more inward facing role). Pat Blum (Manors Pres) and Ken Simpson (Villas Pres), respectively, were voted into these roles for the coming year.*

*Over 60 applicants applied for the vacant General Manager position. Ken has been handling the responses and reported that only 6 had the required experience and whilst it seems likely that one of these might prove suitable, on interview, in his view, none of these were demonstrably stronger, on paper, than our present No.2 Conrad Ferguson, who has also thrown his hat into the ring. Conrad's Resume is impressive and we have had the benefit of seeing him in the Controller and GM understudy role, over a very long period of time. His performance levels are good and his intimate knowledge of our affairs, through our formative years, gives him a unique advantage over other candidates, who are, of course, unknown quantities to us. After lengthy discussions with Conrad, Ken recommends accepting Conrad's proposal, which entails promoting Jose to Assistant Manager, initially on a trial basis.*

*After discussion, a vote was taken to ratify the proposal and passed unanimously. The probationary period will be to end April, so that we can see the new team in action over a prolonged period, which will include the busy Easter period. Congratulations were offered to both of them and they will take up their new roles from Monday January 20<sup>th</sup> 2014.*

*All unsuccessful candidates have already been informed and the remainder will receive a letter advising that we have filled the position internally but would like to hold their application on file, in case our circumstances should change in the future.*

*It was agreed that both Conrad and Jose will be required to obtain a CAM license and Conrad will commence the process immediately.*

### **OPEN FORUM FOR OWNERS**

*A question was raised if the rock taken from the stream area was able to be re-used. The rock was in very poor condition and had to be dumped.*

*A question was asked about the soccer nets being left out. Conrad advised that they had been well used but as the grass is suffering, the nets have just been brought in to allow the grass to recover.*

*The final agenda item was a discussion about the increase in long term renters on Terra Verde. We now have 37 long term renters that live onsite. Management report that a disproportionate amount of the problems they have to deal with, arise from this minority of residents. There are also currently 12 owners living permanently onsite. Terra Verde is zoned a short term rental community and the view of all 12 members of the HOA Boards is that vacation renters should be able to experience a resort atmosphere in Terra Verde. This could be aided by amending our documents to restrict rentals to short-term only. Several owners in the room agreed and it was decided that full owner consultation should take place ahead of any final decision to pursue this policy. No action will take place until this consultation process is over and our attorney consulted re. the practicalities. A letter, explaining the issue, will be sent to all owners before the end of the month.*

*In the meantime, to ensure we retain some control over gate entry cards issued to long-term renters, effective immediately, gate cards will only be issued to these residents on production of a current lease agreement and only for a period of one month at a time.*

### **DATES OF NEXT MEETINGS**

*The next Annual General Meeting is scheduled for October 11, 2014 time to be arranged. The next scheduled Board of Directors Meeting is May 17, 2014 time to be arranged.*

### **ADJOURNMENT**

*Helen Elmer motioned to adjourn the meeting and it was seconded by Ken Simpson. Pat Blum adjourned the meeting at 11:36 am.*

Approved by:

\_\_\_\_\_  
**Secretary**

\_\_\_\_\_  
**Date**

Prepared by Helen Elmer